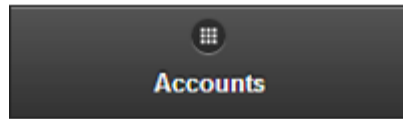


Group Accounts

help.grandcare.com → help for professional care managers → group accounts

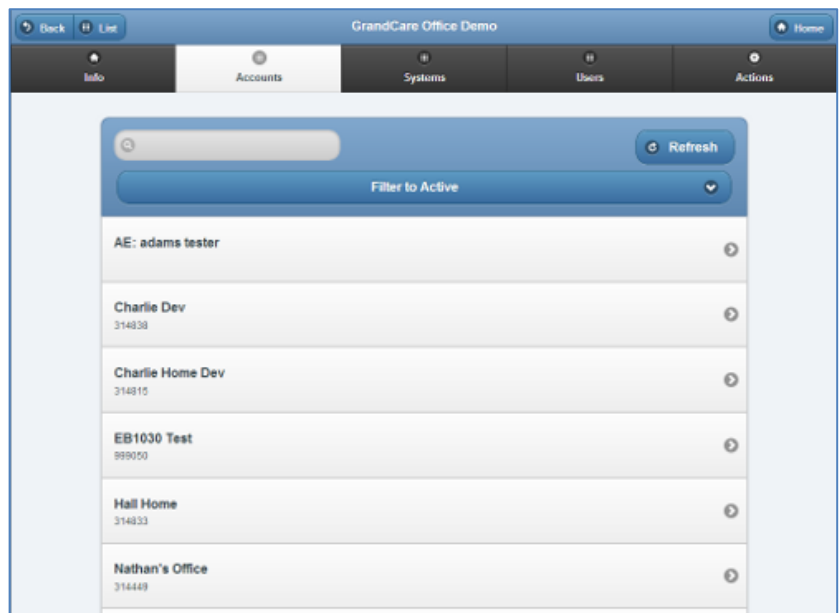


Overview

Click the "Accounts" tab to see, and manage, the list of the Accounts in the Group.

Account Functions for Groups

- **Search** - To search for a particular Account, enter a full or partial Account name into the textbox, and then click the "Refresh" button or press the [Enter] key.
- **Filter** - Click the "Filter" button if you want to show a list of *all* Accounts, a list of only the *active* Accounts, or a list of only the *disabled* Accounts.
- **Manage Accounts** - The Accounts are listed in alphabetical order by name. Click on an Account to see more information about it, and to have access to the Manage Accounts functions.



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